



**PATHWAYS**  
**EXECUTIVE SEARCH**



## **Chief Financial Officer**



# The Community

Mushuau Innu First Nation (MIFN) is one of only two Innu communities in Newfoundland and Labrador. The Nation is primarily located in Natuashish, approximately one hour flight time from Goose Bay, and surrounded by breathtaking wilderness. The community benefits from strong regional ties and direct access to major centres, with St. John's only a short flight away, while offering the beauty and seclusion of nature at your doorstep.

The Mushuau Innu have deep cultural roots grounded in traditional land-based practices. Historically nomadic hunters and gatherers, the community experienced significant disruption in the mid-20th century because of colonial settlement policies. Following relocation to Davis Inlet in the 1960s, a site impacted by inadequate infrastructure and environmental challenges, the community later resettled in Natuashish. These transitions have shaped the Nation's governance priorities and its continued focus on infrastructure, sustainability, long-term resilience and strong attachment to the land.

Today, MIFN operates multiple departments that support governance, health, education, infrastructure, youth and social services. Leadership is collaborative, warm, and forward-looking, with Chief and Council aligned around shared priorities and a clear desire to move the community forward.

Over the next three years, the Nation's priorities include:

- Expanding housing to address overcrowding and population growth;
- Upgrading aging community infrastructure;
- Increasing electrical capacity and transitioning toward renewable energy solutions;
- Advancing economic development initiatives; and
- Strengthening food security and social supports.

To learn more about MIFN and their community, please visit their [website](#).

# The Opportunity – Chief Financial Officer

MIFN is seeking a principled and community-minded Chief Financial Officer (CFO) to guide a transformative phase in the Nation's financial evolution. With renewed focus on strengthening systems and supporting long term stability, the CFO will champion and help advance greater transparency, rebuild internal capacity, and reinforce financial credibility with partners, funders, and the community.

Reporting directly to Chief and Council, the CFO will serve as the Nation's senior financial steward, supporting sound decision-making and enabling progress towards key priorities in housing, infrastructure, energy, and economic development.

MIFN's priorities require strong, ethical leadership, strategic investment, and restored financial credibility, making the CFO role central to the Nation's next chapter.

## Position Overview

The CFO is responsible for the overall financial oversight of MIFN and for ensuring all financial requirements are met. They also supervise departmental staff and ensure the department's work aligns with the overall vision and goals of MIFN.

The purpose of this position is to ensure that core accounting functions are carried out in accordance with Generally Accepted Accounting Principles (GAAP) and that all provincial and legislative requirements are upheld. By upholding and enforcing accounting, budgeting, and financial reporting policies and practices, the CFO maintains effective control over financial transactions to ensure accuracy and leverages financial information to provide informed guidance to the Chief and Council on fiscal matters.

# The Opportunity continued

General duties include:

## Strategic and Operational Planning

- Provide financial input into the strategic and operational planning activities for the Nation and Finance Department.
- Support the financial elements of the strategic and operational planning activities for the Nation.
- Assist Chief and Council in carrying out the financial elements related to the strategic and operational plans.
- Identify and assess financial risks and develop appropriate management and mitigation plans.
- Establish a governance model to oversee financial strategies and plans.
- Establish key financial performance indicators to measure the financial effectiveness of strategies and plans.

## Financial Management

- Ensure compliance with all applicable financial policies, funding agreements, and federal/provincial regulations.
- Develop, implement, and continuously improve sound financial systems, controls, and procedures aligned with GAAP and best practices.
- Oversee all financial operations, including budgeting, forecasting, accounts payable and receivable, payroll, procurement, insurance, asset management, and revenue systems.
- Lead the development and management of annual operating and capital budgets, providing guidance to Directors and ensuring accountability across departments.
- Monitor and report on financial performance, including project budgets, and prepare timely monthly and quarterly financial statements to support informed decision-making.
- Provide strategic financial advice and recommendations to Chief and Council in the management of the Nation's financial affairs.
- Support funding proposals, reporting requirements, and community initiatives through financial analysis and advisory services.

# The Opportunity continued

## Financial Services

- Lead the development, implementation and enforcement of relevant financial legislation, policies and procedures as directed by Chief and Council and in collaboration with management.
- Manage funding agreements, reporting requirements and relationships with internal and external stakeholders.
- Share information about available funding options for programs and ensure program funds are expended appropriately.
- Develop and conduct the finance departments' needs assessments and evaluation criteria to help identify and measure the effectiveness of financial services delivery.
- Maintain awareness of and interpret relevant financial legislation, regulation, and agreements.
- Set up and follow financial controls to comply with security, privacy, and confidentiality requirements.
- Provide positive leadership to the department staff and work collaboratively with other departments and staff to deliver programs and services.
- Participate in recommended financial seminars, workshops, and training programs to upgrade skills and knowledge relevant to the position.

## Council Governance

- Provide financial advice, guidance, and recommendations to Chief and Council when required.
- Prepare and deliver financial reports to Chief and Council, in writing and verbally.
- Attend Council meetings and support efficient and effective communications for the financial operations to Chief and Council as needed.

## Relationship Management

- Provide direction and manage directly reporting staff to consistently perform the expectations of their role.
- Promote, provide, and practice a positive working environment aligned with the culture and values of MIFN.
- Maintain an open, equitable and service-oriented relationship between the community and the Nation administration.

# The Opportunity continued

## Human Resource Management

- Evaluate the department's resourcing needs in collaboration with human resources to improve efficiency and effectiveness.
- Support the design and implementation of the department's coaching culture where positive and constructive feedback is used as a foundation to build skills and grow capacity.
- Possess a thorough understanding of the Human Resource Policies and ensure that all staff understand and abide by the Human Resource Policy Manual.
- In collaboration with human resources, ensure job descriptions are established and maintained for all department staff.
- Conduct own department's performance management tasks, including performance reviews, progressive discipline, coaching, training, and setting attainable goals in consultation with human resources.
- Provide input into and help coordinate training and development activities for all department staff.



# Knowledge, Skills and Abilities

- Strong financial and operations management skills related to running a Finance Department.
- Strong knowledge of GAAP and Financial Administration Law (FAL).
- Strong knowledge of accounting software (e.g., Sage, AIS).
- Good knowledge of Public Sector Accounting Standards (PSAS).
- Good knowledge of financially relevant issues, legislation, policies, and procedures relating to First Nations administration.
- Strong ability to perform varied, complex, and diversified accounting functions related to revenues, expenditures and cost sharing.
- Strong ability to manage departmental resources, including people, materials, assets, and money.
- Excellent coaching skills, including the ability to grow team members' competencies and collective commitment to meeting standards and supporting departmental goals.

# Experience and Education Requirements

- An Accounting (or equivalent) degree in a related field, with preference for a professional accounting designation such as Chartered Professional Accountant (CPA) and/or Certified Aboriginal Financial Management (CAFM) designation.
- A minimum of 5-7 years of progressive leadership in financial management, including proven experience with and knowledge of computerized accounting systems, reports, and payroll in First Nation administration.
- Positive experience supervising and influencing direct and indirect reports

# Location:

## Happy Valley-Goose Bay, Newfoundland and Labrador and Natuashish

Happy Valley-Goose Bay, in Central Labrador, thrives as the region's largest Indigenous community, celebrating a diverse heritage rooted in hunting, fishing, and trapping.

It is a major hub for the Innu (Nitassinan), Inuit (Nunatsiavut), and Southern Inuit (NunatuKavut) peoples, serving as a central point for culture and services in the region. Surrounded by Mealy Mountains National Park Reserve, the Grand River, and Lake Melville, the town embraces nature's beauty.

Accessible by air, sea, and road, Labrador's vast wilderness spans 1100 km of highway, 6000 km of coastline, and 294,300 sq. km. and is linked to mainland Canada and Newfoundland's island.

In 2002, the Mushuau Innu people were relocated to Natuashish from Davis Inlet, a move intended to improve living conditions and restore cultural pride. Natuashish was designed to provide better housing, infrastructure, and access to traditional hunting grounds.

The finance office is located in Goose Bay, with regular travel to Natuashish required. MIFN is open to rotational arrangements, though preference is for a leader who is present and engaged in community.



## To Apply

To apply, please submit a cover letter and resume in PDF format to Pathways Executive Search outlining your interest, qualifications, and experience.

Email: [Applications@PathwaysExecutiveSearch.com](mailto:Applications@PathwaysExecutiveSearch.com), please include MIFN - CFO in the subject line.

For more details or to further explore this important leadership opportunity, please contact:

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